



1500 County Road 269  
Leander, TX 78641

P.O. Box 2029  
Leander, TX 78646-2029

Date: Friday, March 25, 2022

Cody Holt  
Claycomb Associates, Inc

cholt@claycomb.net

Permit Number 2022-P-1406-SF  
Job Address: 14832 FM973, Manor, TX. 78653

Dear Cody Holt,

The first submittal of the 14832 N. FM 973 - Manor ISD Senior High School Short Form Final Plat (*Short Form Final Plat*) submitted by Claycomb Associates, Inc and received on June 26, 2023, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

### **Engineer Review**

The review of the submittal package has resulted in the following comments. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

1. The signature block years should be updated to read 202\_.
2. The Mayor is Dr. Christopher Harvey.
3. The P&Z Chairperson is Julie Leonard.
4. The City Secretary is Lluvia Almaraz.
5. The Travis County Clerk is Rebecca Guerrero.
6. The location map should be to a scale of 1" = 2000'.
7. Please provide the correct page numbers for matchlines.
8. The matchlines on the overall sheet appear to be mislabeled. Please correct.
9. Please provide the identification of proposed uses and reservations for the proposed lots.
10. Portions of the proposed right-of-way are shown an adjacent property. Only show right-of-way on the school's property.
11. If applicable, the areas delineating the the regulatory one hundred (100) year floodplain should be shown on the final plat.

12. Floodplain information must be certified by a registered professional engineer.
13. The location of City Limit lines and/or our outer border of the City's ETJ should be shown if either such line traverses the subdivision or is contiguous to the subdivision boundary.
14. True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner which shall be accurately described on the plat and rotated to the state plan coordinate system. Using said system, X and Y coordinates shall be identified on four (4) property corners.
15. The property lines and number designations of all proposed lots shall be provided on the final plat.
16. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines shall be shown on the plat.

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. Please include a comment response narrative indicating how comments have been addressed with your plan resubmittal. To access your project online, please go to [www.mygovernmentonline.org](http://www.mygovernmentonline.org) and use the online portal to upload your drawings in PDF format.

Additional comments may be generated as requested information is provided. Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Pauline Gray, P.E.  
Lead AES  
GBA



1500 County Road 269  
Leander, TX 78641

P.O. Box 2029  
Leander, TX 78646-2029

Date: Tuesday, July 5, 2022

Cody Holt  
Claycomb Associates, Inc

cholt@claycomb.net

Permit Number 2022-P-1406-SF  
Job Address: 14832 FM973, Manor 78653

Dear Cody Holt,

The subsequent submittal of the 14832 N. FM 973 - Manor ISD Senior High School Short Form Final Plat submitted by Claycomb Associates, Inc and received on June 26, 2023, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

#### **Engineer Review**

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

- ~~1. The signature block years should be updated to read 202\_\_.~~
- ~~2. The Mayor is Dr. Christopher Harvey.~~
- ~~3. The P&Z Chairperson is Julie Leonard.~~
- ~~4. The City Secretary is Lluvia Almaraz.~~
- ~~5. The Travis County Clerk is Rebecca Guerrero.~~
- ~~6. The location map should be to a scale of 1" = 2000'.~~
- ~~7. Please provide the correct page numbers for matchlines.~~
- ~~8. The matchlines on the overall sheet appear to be mislabeled. Please correct.~~
- ~~9. Please provide the identification of proposed uses and reservations for the proposed lots.~~

10. Portions of the proposed right-of-way are shown an adjacent property. Only show right-of-way on the school's property.
11. If applicable, the areas delineating the the regulatory one hundred (100) year floodplain should be shown on the final plat.
12. Floodplain information must be certified by a registered professional engineer.
13. The location of City Limit lines and/our outer border of the City's ETJ should be shown if either such line traverses the subdivision or is contiguous to the subdivision boundary.
14. True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner which shall be accurately described on the plat and rotated to the state plan coordinate system. Using said system, X and Y coordinates shall be identified on four (4) property corners.
15. The property lines and number designations of all proposed lots shall be provided on the final plat.
16. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines shall be shown on the plat.
17. A comment response letter needs to be provided with the next submittal.

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to [www.mygovernmentonline.org](http://www.mygovernmentonline.org) and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (737) 247-7557, or by e-mail at [pgray@gbateam.com](mailto:pgray@gbateam.com).

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Pauline Gray, P.E.  
Lead AES  
GBA

August 3, 2022

Pauline Gray  
Jaeco  
1500 County Road 269  
Leander, TX 78641

RE: Manor Early College Addition Site Plan – Permit Number 2022-P-1406-SF

Per City staff review comments, attached are responses addressing corrections/revisions/changes noted by Jay Engineering.

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**Engineer, Pauline Gray, Jay Engineering:** pgray@gbateam.com

1. Portions of the proposed right-of-way are shown on adjacent property. Only show right-of-way on the school's property.
  - Revised – Trimmed at Property Line
2. If applicable, the areas delineating the regulatory one hundred (100) year floodplain should be shown on the final plat.
  - N/A – see note 6
3. Floodplain information must be certified by a registered professional engineer.
  - N/A – see note 6
4. The location of City Limit lines and/or outer border of the City's ETJ should be shown if either such line traverses the subdivision or is contiguous to the subdivision boundary.
  - Shown
5. True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner which shall be accurately described on the plat and rotated to the state plan coordinate system. Using said system, X and Y coordinates shall be identified on four (4) property corners.
  - Shown – Coordinates on four corners
6. The property lines and number designations of all proposed lots shall be provided on the final plat.
  - No proposed lots, Parcel is existing
7. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines shall be shown on the plat.
  - Shown



1500 County Road 269  
Leander, TX 78641

P.O. Box 2029  
Leander, TX 78646-2029

Date: Friday, September 23, 2022

Cody Holt  
Claycomb Associates, Inc

cholt@claycomb.net

Permit Number 2022-P-1406-SF  
Job Address: 14832 FM973, Manor 78653

Dear Cody Holt,

The subsequent submittal of the 14832 N. FM 973 - Manor ISD Senior High School Short Form Final Plat submitted by Claycomb Associates, Inc and received on August 04, 2022, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

### **Engineer Review**

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

#### **Upon further review of the final plat, the following comments need to be addressed:**

- 1. The ROW that is being dedicated needs to be a separate lot.**
- 2. The area of the ROW lot needs to be provided along with metes and bounds for the lot.**
- 3. There is a section of ROW that is not 60' wide due to it being located on a property not owned by MISD. Please provide dimensions for the portion of ROW in that area that will be dedicated by MISD.**
- 4. The dedicated ROW splits the existing property, therefore, there should be three (3) separate lots created by the plat.**
- 5. The plat is missing the required signature block for MISD. An example of what is required is included with these comments.**

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to [www.mygovernmentonline.org](http://www.mygovernmentonline.org) and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (737) 247-7557, or by e-mail at [pgray@gbateam.com](mailto:pgray@gbateam.com).

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Thank you,

A handwritten signature in blue ink that reads "Pauline M. Gray". The signature is written in a cursive style.

Pauline Gray, P.E.  
Lead AES  
GBA



1500 County Road 269  
Leander, TX 78641

P.O. Box 2029  
Leander, TX 78646-2029

Date: Friday, November 4, 2022

Cody Holt  
Claycomb Associates, Inc

cholt@claycomb.net

Permit Number 2022-P-1406-SF  
Job Address: 14832 FM973, Manor 78653

Dear Cody Holt,

The subsequent submittal of the 14832 N. FM 973 - Manor ISD Senior High School Short Form Final Plat submitted by Claycomb Associates, Inc and received on June 26, 2023, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

#### **Engineer Review**

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

**Upon further review of the final plat, the following comments need to be addressed:**

- 1. The ROW that is being dedicated needs to be shown and labeled as a dedicated ROW. Attached is an example of how the ROW should be called out on the plat.**
- 2. The area of the ROW lot needs to be provided along with metes and bounds. See attached plat to use as a reference.**
- 3. There is a section of ROW that is not 60' wide due to it being located on a property not owned by MISD. Please provide dimensions for the portion of ROW in that area that will be dedicated by MISD.**
- 4. The dedicated ROW splits the existing property, therefore, there should be three (3) separate lots created by the plat. The ROW should not be its own lot.**
- ~~**5. The plat is missing the required signature block for MISD. An example of what is required is included with these comments.**~~



Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to [www.mygovernmentonline.org](http://www.mygovernmentonline.org) and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (737) 247-7557, or by e-mail at [pgray@gbateam.com](mailto:pgray@gbateam.com).

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A handwritten signature in blue ink that reads "Pauline M. Gray". The signature is written in a cursive style.

Pauline Gray, P.E.  
Lead AES  
GBA